

**Special Meeting**  
**Monday April 22, 2013**  
**8:00 am**  
**Chowan County Public Safety Center**  
**305 West Freemason Street**

Minutes

The Chowan County Board of Commissioners held a special meeting on Monday, April 22, 2013 at 8:00 am at the Chowan County Public Safety Center. Present: Chairman Keith Nixon, Commissioners Jeff Smith, Greg Bonner, Ellis Lawrence and John Mitchener.

Via telephone: Commissioners Alex Kehayes and Emmett Winborne were present.

Staff present: County Manager Zee Lamb and Board Clerk Susanne Stallings.

Chairman Nixon called the meeting to order.

**Closed Session**

Commissioner Smith moved that the Board go into closed session in accordance with NCGS 143-318- (11) (a) (6). Chairman Nixon asked for all in favor, the motion passed (7-0).

The minutes of the closed session are sealed.

Commissioner Lawrence moved to close the closed session. Chairman Nixon asked for all in favor, the motion passed (7-0).

**Finance Officer**

Commissioner Mitchener moved to hire Willie Mack Carawan as Chowan County Finance Officer at an annual salary of \$68,000, Mr. Carawan will be allowed to accrue leave based on years of service obtained while employed by Tyrrell County, He will be given accrued leave for three months at the start of employment and will begin additional accruals at 4 months, Mr. Carawan will not be eligible for any Cost of Living Adjustments given to county employees for a 14 month period (eligible July 1, 2014).

Chairman Nixon asked for all in favor, the motion passed (7-0).

Being no further business, Commissioner Lawrence moved that the meeting be adjourned. Chairman Nixon asked for all in favor, the motion passed (7-0).

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D. Keith Nixon, Chairman

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Susanne Stallings, Clerk

